PROVINCE OF SASKATCHEWAN

09-10

ANNUAL REPORT

OFFICE OF THE PROVINCIAL SECRETARY

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This annual report is also available in electronic format from the Office's website at **www.ops.gov.sk.ca**

Letters of Transmittal

The Honourable Dr. Gordon L. Barnhart
Lieutenant Governor of Saskatchewan

Your Honour:

It is our privilege to submit to you the Annual Report of the Saskatchewan Office of the Provincial Secretary for the fiscal year ending March 31, 2010.

We are committed to increased accountability, keeping our promises, and responsibly managing expenditures in a transparent and accountable fashion.

In 2009-10 the Office of the Provincial Secretary delivered on many of its objectives and supported economic growth in Saskatchewan by helping to build and strengthen national and international relationships. This was done through several initiatives including increased engagement with the global Francophone community, the coordination and hosting of the Council of the Federation summer meeting and supporting the Saskatchewan Pavilion at the 2010 Olympics in Vancouver.

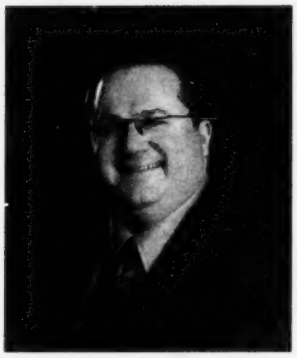
The Office also fulfilled its commitment to foster pride and a sense of identity in our province and leverage federal investment for French-language services.

These objectives align with the Government's vision for a secure and prosperous Saskatchewan; a safe place to live and raise a family, where people are confident in their future and truly benefit from our growing economy. The Office of the Provincial Secretary will continue to provide opportunities to honour our history, celebrate our achievements and promote the diversity and character of our province.

Respectfully submitted,

June Draude
Provincial Secretary

July 2010



The Honourable June Draude
Provincial Secretary

Madame:

It is my honour to submit the Annual Report of the Office of the Provincial Secretary for the fiscal year ending March 31, 2010.

This report reflects a year of promotion and celebration of our province, its history and people. Throughout the year we worked diligently to meet the Government's goals and commitments, working towards a secure and prosperous Saskatchewan.

This report outlines progress on commitments and financial administration and management control as they relate to the Office as of March 31, 2010. We will continue to fulfill our mandate to promote Saskatchewan as a destination of choice and commemorate the heritage and contributions of our province and its citizens.

I acknowledge responsibility for this report and assure that the information contained herein is accurate and reliable.

Respectfully submitted,

Fredrick D. (Rick) Mantey
Deputy Provincial Secretary

June 2010

Introduction

This annual report presents the Office of the Provincial Secretary's activities and results for the fiscal year ending March 31, 2010. It reports on public commitments made and other key accomplishments of the Office.

With the release of the Ministry Plan for 2009-10, results are provided on publicly committed strategies, actions and performance measures identified in the Plan. This report also demonstrates progress made on Government commitments as stated in the Government Direction for 2009-10, the Minister's 2007 mandate letter, throne speeches, and other commitments.

The 2009-10 Annual Report sets the stage for the 2011-12 planning and budgeting process by providing an opportunity to assess the accomplishments, results, and lessons learned, and identifying how to build on past successes for the benefit of Saskatchewan people.

Alignment with Government's Direction

The Office of the Provincial Secretary activities in 2009-10 align with Government's vision and three goals:

Our Government's Vision

A secure and prosperous Saskatchewan, leading the country in economic and population growth, while providing a high quality of life for all.

Government's Goals

- Sustain Economic Growth for the benefit of Saskatchewan people, ensuring the economy is ready for growth and positioning Saskatchewan to meet the challenges of economic and population growth and development.
- Secure Saskatchewan as a safe place to live and raise a family where people are confident in their future, ensuring the people of Saskatchewan benefit from the growing economy.
- Keep Government's Promises and fulfill the commitments of the election, operating with integrity and transparency, accountable to the people of Saskatchewan.

Together, all ministries and agencies support the achievement of Government's three goals, and work towards a secure and prosperous Saskatchewan. The Office of the Provincial Secretary supports these objectives by honouring our history, celebrating our achievements, and promoting the diversity and character of our province nationally and internationally.

The Office of the Provincial Secretary supports the Government's goal of **sustaining economic growth** by

- strengthening and building national and international relationships and relationships among leaders in the New West;
- fostering the development of French-language services to support French-speaking interprovincial and international immigration; and,
- promoting economic and community development initiatives in French-speaking communities.

The Office of the Provincial Secretary supports the Government's goal of a **secure Saskatchewan** by

- encouraging a sense of identity for Saskatchewan youth through education and recognition programs; and,
- fostering pride and a sense of identity in Saskatchewan by celebrating our past, present and future.

The Office of the Provincial Secretary supports the Government's goal to **keep promises and fulfill commitments** by leveraging federal investments for French-language services and initiatives.

Overview

The Office of the Provincial Secretary's key programs in 2009-10 include Francophone Affairs/Affaires francophones, the Protocol Office, Government House, and the Office of the Lieutenant Governor.

Francophone Affairs coordinates and supports the creation and delivery of French-language services in Saskatchewan ministries, Crown corporations and agencies. The Branch also facilitates the liaison between the provincial government and the Francophone community of Saskatchewan, providing French-speaking citizens with a point of access to government.

The Protocol Office is responsible for official visits, Premiers' Conferences, functions and symbols, the Legislative Building art collection and the provincial Honours and Awards Program. The Honours and Awards Program recognizes the contributions of our citizens to the well-being of Saskatchewan people. Information on the program can be found at **www.ops.gov.sk.ca/protocol**.

Government House is a key museum and provincial heritage property with a mandate to provide educational programs to schools and the community-at-large, tourism opportunities, a government hospitality facility, and the Office of the Lieutenant Governor. The sole mandate of the Office of the Lieutenant Governor is to support the Lieutenant Governor in fulfilling his constitutional and ceremonial duties, as well as his specific initiatives.

The Office of the Provincial Secretary shares financial, communication and administrative services with the Ministry of Municipal Affairs and several smaller ministries and entities.

The Office of the Provincial Secretary's total 2009-10 full-time equivalent (FTE) utilization was 30.3, representing a variance of 1.5 FTEs above the approved budget of 28.8 FTEs. The over-utilization is primarily the result of higher than anticipated utilization of part-time staff.

Mandate

The Office promotes Saskatchewan's interests and celebrates Saskatchewan's identity and diversity. The Office coordinates and manages matters relating to official protocol, provincial honours and awards, Government House, and French-language services. It also provides administrative services to the Office of the Lieutenant Governor.

Progress in 2009-10

The Office of the Provincial Secretary supports Government's goal to Sustain Economic Growth for the benefit of Saskatchewan people, ensuring the economy is ready for growth and positioning Saskatchewan to meet the challenges of economic and population growth and development.

Strategy: Strengthen and build national and international relationships

Results:

Provide logistical and protocol support to ministries for incoming and outgoing international visits and conferences

- The Office of the Provincial Secretary (OPS) managed 53 incoming visits between April 1, 2009 and March 31, 2010. These included High Commissioners, Ambassadors and Consuls General from countries such as Bangladesh, Brazil, Germany, India, Mongolia, the Netherlands, Pakistan, Solomon Islands, Ukraine, United States, and Vietnam. OPS prepared the itineraries and provided logistical and protocol support for the visits.
- The Office provided support to the Pacific NorthWest Economic Region (PNWER) provincial capital visit in November 2009. PNWER is a public/private partnership made up of legislators, governments and businesses from across the U.S. and Canadian northwest with the aim of pursuing common goals in the areas of regional cooperation and economic growth.

Implement proactive campaigns and marketing programs to increase key international visits

In June 2009, OPS reached out to 21 consuls general and consuls located in Vancouver, Calgary, Edmonton and Toronto, as well as embassy officials located in Ottawa. The purpose of this outreach was two-fold: to update the relationship between Saskatchewan and their country; and to provide an overview of upcoming events that the diplomatic/consular corps representatives would be interested in attending (e.g. Speech from the Throne). These efforts resulted in the participation of 11 members of the professional diplomatic and consular corps, in addition to the eight honorary consuls residing in Saskatchewan, attending the Speech from the Throne on October 21, 2009.

Coordinate and host the Council of the Federation in Regina, Saskatchewan in August 2009

The Office provided logistical services to the Summer Meeting of the Council of the Federation. Held from August 5-7 in Regina at Government House, all of the provinces and territories were represented. A total of 11 premiers attended the meeting, with Newfoundland & Labrador sending a representative for the Premier. In addition, 185 delegates, 24 spouses, 20 youth and 69 representatives from media outlets took part in the meetings.

Develop an international engagement strategy with respect to the International Francophonie

- The Office provides continued support for diplomatic outreach to French-speaking countries. In particular, it provided advice and support for the Montreal Consular Corps Outreach event. At the Montreal Consular Corps event Minister June Draude and the Assemblée communautaire fransaskoise (ACF) community chair made a presentation on the province and its Francophone community to approximately 30 consular representatives in Montreal. The presence of the Francophone community was important in leveraging additional interest from numerous representatives of the International Francophonie in attendance.
- The development of a more comprehensive sector specific engagement strategy for French-speaking countries will be developed in support of the province's overall international strategy, which is yet to be finalized.

Support Saskatchewan's presence at the 2010 Olympics in Vancouver

- OPS provided support for the participation of the ACF Francophone community chair to the Francophonie Day at the Vancouver Olympics.
- Two protocol officers from OPS assisted the committee for the Saskatchewan Pavilion with matters of protocol during the 2010 Winter Olympics. The officers acted as protocol liaisons between the Vancouver Organizing Committee for the 2010 Olympics and the various interested parties (City of Vancouver, Province of British Columbia, as well as other provinces and territories, and federal government departments and agencies), in order to ensure that Saskatchewan was appropriately represented during these events.
- In March 2010, the Lieutenant Governor (LG) participated in the annual Lieutenant Governor's Conference in Vancouver. Delegates attended a private reception with the Prime Minister and the Governor General, as well as the opening of the Paralympics on March 12. The LG attended several Paralympics competitions, as well as a luncheon hosted by Premier Gordon Campbell and co-hosted by chiefs from four First Nations groups, who presented the LG with a ceremonial blanket.

Measurement Results: Number of Conferences and International Visits to and from Saskatchewan

In collaboration with Executive Council, OPS provides support to initiatives that promote and encourage relationships and collaborative activities among national leaders, as well as international partners. International relations are a vital cornerstone of Saskatchewan's outward-oriented economy. This measure serves as an indicator of the level of interest in Saskatchewan, both nationally and internationally, as it relates to economic growth, research and development, natural resources, international trade, business, and tourism. International visits include engagement with ambassadors, high commissioners, consuls general and other representatives from numerous countries.

Figure 1.1

Fiscal Year	International Visits	Conferences in Saskatchewan
2009-10	53	6
2008-09	28	4
2007-08	26	1
2006-07	34	1
2005-06	16	1
2004-05	32	–

Source: Office of the Provincial Secretary – Protocol Office

- OPS implemented an aggressive global engagement strategy in 2009-10 that greatly increased levels of visitation. As a result of this proactive approach, the total number of international visits increased to 53 in 2009-10, an 89 per cent increase over 2008-09. An example of these efforts is a January 2010 outreach to Consular Corps in Calgary that produced five visits with representatives of foreign countries. The six conferences in 2009-10, including the Council of the Federation, are an indicator of the advances Saskatchewan has made in becoming a leader on the national level, specifically within the New West.

Strategy: Strengthen and build relationships among leaders in the New West

Results:

Support initiatives that promote and encourage relationships and collaborative activities among Western provinces

- OPS engaged the protocol office of British Columbia to promote coordination with events of common interest. This coordinated approach was important during the 2010 Winter Olympics and for future international outreaches where common interests exist.
- OPS also invited 25 diplomats representing top countries of export and those of particular economic interest to Saskatchewan to attend the Throne Speech and participate in a two-day outreach program. This strategy of engagement provides the diplomatic community with an improved understanding of Saskatchewan's

economic priorities, and will continue to provide a supportive network in terms of ministries traveling to key countries.

Strategy: Foster the development of French-language services to support French-speaking interprovincial and international immigration

Results:

Encourage the development of programs that increase community capacity to support the recruitment and settlement of French-speaking immigrants to the province

- OPS officials participated in the Francophone community's Provincial Immigration Network and provided advice and analysis with respect to the development of services and programs in support of French-language immigration.
- OPS also funded a stakeholder analysis of source French-speaking countries that would respond to Saskatchewan's labour needs in an effort to ensure that their recruitment activities better respond to provincial labour needs.
- The virtual French-language Services Centre, which officially opened in January 2010, will serve as an initial point of contact with the provincial government for new citizens. Improved provision and promotion of French-language services, the Centre as an example, helps recruit and retain newcomers from across Canada and the International Francophonie.

Encourage a sector and stakeholder-led review of French-language post-secondary education in the province

- The Ministry of Advanced Education, Employment and Labour, the Ministry of Education and OPS jointly funded a stakeholder-led review of French-language post-secondary education in the province in the current year. Anticipated results are an increase in collaboration between institutions, in particular between the University of Regina and the Collège Mathieu's adult education service. The report will be submitted to Saskatchewan in June 2010.
- Develop and implement a virtual single-window approach for the delivery of French-language services.
- The French-language Services Centre became fully operational in January 2010. It offers a toll-free line, electronic services, and serves as a portal for available French-language web content on the provincial website. For more information, please visit the website, available both in French and English, at **http://www.bonjour.gov.sk.ca/**.

Increase French-language content on Saskatchewan's government websites

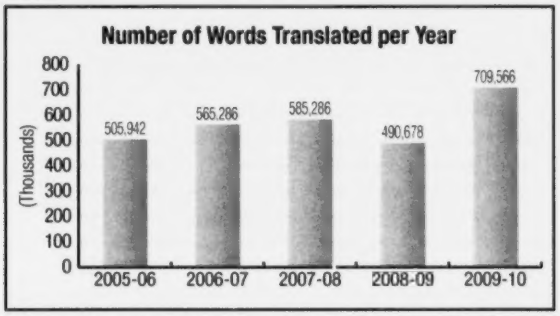
OPS offered translation services in support of Ministry generated web content, which has steadily grown on the Government of Saskatchewan's website. The translation unit translated a record 700,000 plus words in 2009-10. This increase was the result of several factors:

- increased translation of web content in preparation of the launch of the French-language Services Centre;
- increased interest from ministries to post French-language content online due to promotional avenues within the Centre; and,
- higher volumes of client requests through the Centre from January to February 2010.

Measurement Results: Volume of translations that support French-language services

The number of words translated is an indicator of the level of services, programs or materials provided in French to the Saskatchewan public.

Figure 1.2



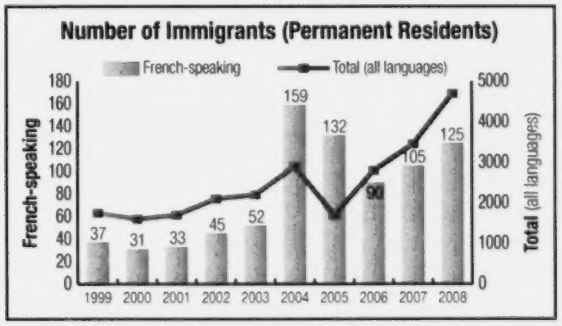
Source: Office of the Provincial Secretary – Francophone Affairs Branch

- Translation services are key to providing accessible resources to current, newly arrived and potential French-speaking Saskatchewan citizens. OPS provides an efficient internal translation service in support of the delivery of French-language programs and services offered by ministries, Crown corporations and agencies. A record 709,566 words were translated in 2009-10.

Number of French-speaking immigrants to the province

Tracking the number of permanent residents as a measure of new immigrants by language ability allows us to measure the success of activities regarding the attraction of French-speaking immigration to the province.

Figure 1.3



Source: Canada - CIC Facts and Figures 2008

- As evidenced in the above graph, both the total of all immigrants and French-speaking immigrants has risen in the last decade. The anticipated growth of French-speaking newcomers to the province will create additional pressures for French-language services. Increasing Saskatchewan's capacity to offer French-language services will have a positive impact on the retention of these French-speaking migrants and will also raise the effectiveness of services, particularly in human services such as health, early childhood development and education.
- French-speaking immigrants can potentially become a key group to respond to Saskatchewan's labour needs and help grow our communities and province. French-speaking citizens also contribute actively to their community and province through a network of close to 90 local, regional and provincial volunteer associations.

Strategy: Promote economic and community development initiatives in French-speaking communities

Results:

Renew the collaborative framework agreement on Francophone Affairs with the Province of Quebec with a focus on economic development initiatives

- Discussions are ongoing with the Province of Quebec, who remains interested in renewing the existing agreement. Discussions are tied to a rural development initiative currently being led by Saskatchewan's Francophone community. Quebec postponed the initiative to accommodate a transition within their Ministry.
- Saskatchewan and Quebec are currently signatory to a collaborative agreement on French-language education which supports training and sharing of expertise between the two provinces. Both provinces are currently discussing widening the scope of this agreement to include initiatives related to economic development, cultural activities, and youth projects.

Foster partnerships and collaboration between the Francophone network of community organizations and Saskatchewan ministries

The Office worked closely with Saskatchewan ministries to monitor and develop initiatives under the Canada-Saskatchewan Agreement on Francophone Affairs. OPS also supported the Provincial Secretary's Advisory Committee on Francophone Affairs which engages with targeted ministry officials and community stakeholders to identify areas of common interest and eventual recommendations for new initiatives. The Advisory Committee conducted a consultation within government and with stakeholders and published two reports in 2009-10.

Saskatchewan has been collaborating with the Government of Canada to support the provision of French-language services at the provincial level through Canada-Saskatchewan agreements since 1988. This federal cost-sharing agreement supports the provision of French-language services across executive government; most notably:

- costs associated with the Francophone Affairs Branch;
- the administration of justice in French, immigration and employment services; and,
- French-language daycares, as well as integrated services are provided in Francophone schools.

The Office of the Provincial Secretary helps to Secure Saskatchewan as a safe place to live and raise a family where people are confident in their future, ensuring the people of Saskatchewan benefit from the growing economy.

Strategy: Encourage a sense of identity for Saskatchewan youth through education and recognition programs

Promote and facilitate the Saskatchewan Youth Award

On October 28, 2009, OPS facilitated the 2008 Saskatchewan Youth Award presentation at Government House. Five individuals aged 15 to 24 were awarded the 2008 Saskatchewan Youth Award for making significant contributions to Saskatchewan through personal accomplishments and outstanding achievements. An announcement in June 2009 of the Award recipients received media coverage, and the nomination process for the 2009 award was announced on October 19, 2009 through a media release.

Develop a marketing plan for Government House that incorporates an element directed at Saskatchewan's youth

The Government House Management Committee is developing a five-year vision plan to be completed September 1, 2010.

Renew, expand, and promote Government House school programs to increase educational visits

- In 2009-10 Government House began to plan the 2010 Youth Mentorship Program which will be hosted in Regina in May 2010. This project is a joint effort between the Ministries of Education, First Nations and Métis Relations, the Lieutenant Governor's Office, Government House Foundation, Cameco and Government House. Fifteen students from Northern Saskatchewan will be invited to participate in the Youth Mentorship Program. This program will educate, encourage and inspire students to consider a career in the public service.
- All educational programming at Government House was renewed this past summer to include more curriculum based objectives. Additionally, the 2009-10 Teacher's Resource Guide was developed and is now hosted on the website for Government House.

Increase access to provincial programs and initiatives for French-speaking youth

The French-language Services Centre provides online access to services and programs. The online web portal has established a strong promotional presence on social networking sites targeting a youth audience.

Strategy: Foster pride and a sense of identity in Saskatchewan by celebrating our past, present, and future

Open the Edwardian Gardens at Government House

The Lieutenant Governor's Office hosted the Garden Party on July 1, 2009. The event attracted 1,500 people who attended and enjoyed the Gardens. In addition, Government House hosted over 800 visitors in the museum during the Garden Party.

Renew and revitalize Government House Museum tours, incorporating the Edwardian Gardens

- Government House staff revised, created and implemented new policies and templates to simplify access for groups coming to Government House. Event Pro, a central reservation system to book events and groups and track visitation at Government House, was installed. Government House also hosted the first children's Summer Day Camp and Travel Trade familiarization tour at Government House and the Edwardian Gardens.
- The Government House communication initiatives this year include a new website with events calendar, a teacher resource section, and a completed virtual tour.

Feature historic Government House for the 2009 Council of the Federation

Government House was the location for the 2009 Council of the Federation. Although it was closed to the public, hosting this national event increased the profile of Government House across Canada.

Facilitate the celebration of the 25th Anniversary of the Saskatchewan Order of Merit

OPS managed two investitures for the Saskatchewan Order of Merit in November 2009 in Saskatoon and Regina to promote its 25th anniversary. In addition, the renewal of the Athabasca Gallery located in the Legislative Building has been initiated and will be completed by the end of September 2010.

Showcase the Fransaskois flag as a provincial emblem at key historic sites

OPS launched its Fransaskois Flag initiative in September 2009 at Duck Lake, Saskatchewan (the first site chosen for the installation of a flag and plaque). The plaque design was unveiled by the Minister during a public ceremony in the village. Two additional sites will be chosen in the current fiscal year and unveiled in the summer of 2010.

Measurement Results: Nominations in Honours and Awards Programs

Saskatchewan's Honours and Awards Program celebrates the achievements of Saskatchewan people. It contributes to a culture of recognition and encourages a sense of community, identity and pride. This measure serves as an indicator of our province's success in fostering pride, hope and confidence in our citizens.

Figure 1.4

Honours and Awards Program	2005-06	2006-07	2007-08	2008-09	2009-10
Saskatchewan Order of Merit	66	56	39	71	43
Saskatchewan Volunteer Medal	96	92	53	43	34
Premier's Award for Excellence in the Public Service	15	30	22	14	12
Saskatchewan Youth Award	–	28	52	47	20
Saskatchewan Distinguished Service Award	2	–	–	1	–
Saskatchewan Protective Services Medal	27	110	78	77	158
Total:	206	316	244	253	267

Source: Office of the Provincial Secretary – Protocol Office

- The Office is in the process of modifying the delivery of the Honours and Awards Program. These improvements will increase efficiency and maximize the value of award presentations. For example, utilization of email based packages increased the

efficiency and numbers of individuals reached in the 2010 Saskatchewan Order of Merit call for nominations. OPS issued 1,100 packages through email, reducing the number of hard copy packages, and the associated costs, supplied to individuals.

Number of visitors to Government House

Government House is a jewel in the province's capital region, and the anchor in the creation of a Historic Corridor which will include the Territorial Building, the Edwardian Gardens, and the RCMP Heritage Centre. Government House is promoted as a diverse educational centre, an exciting tourist destination, and a historic hospitality facility. Recognizing that tourism statistics are variable and dependent upon local and global economies, marketing and specific events/promotions, the following measure serves as an indicator of success in this regard.

Figure 1.5

Type of Visits	2005-06	2006-07	2007-08	2008-09	2009-10
Educational Programs	3,035	3,560	4,233	4,022	3,011
Museum Tours	10,540	8,148	5,173	5,356	4,341
Lieutenant Governor's Garden Party	–	–	–	2,000	1,500
Lieutenant Governor's Levee	1,296	633	750	671	461
Other Guests*	14,370	14,282	12,934	12,567	12,879
Total Visitors	29,241	26,623	23,090	24,616	22,192

Source: Office of the Provincial Secretary – Government House
Note: Museum was closed from January 15, 2010 – March 2, 2010

"Other Guests" refers to special events for the provincial government held at Government House, Historical Society events and any Lieutenant Governor event outside of the Levee or Garden Party, and non-governmental organizations from the media including film and photography.

- Responding to declining attendance and underutilization of the museum, a review of programming and visitor services was undertaken in 2009. The result of this effort is the 2010 Revitalization Plan which redesigns the visitor experience to include a new focus on youth, community, technology, and tourism. Government House will now offer self-guided tours which allow more tour flexibility and experiences for visitors to choose from. Additionally, increased opportunities to open the museum to the public for extended hours and during special events will be created.
- The 2010 Revitalization Plan will bring the programming at Government House more in line with that of other national and international museums and will encourage more visits to Government House in the future. Many recent visitors who have provided feedback on Government House via a tour survey suggested the need for such changes to increase repeat visits to Government House.
- As an institution of our province's history and a symbol of our governance, it is critical that Government House educational programs engage youth to understand our past, to be aware of the current political and social landscape, and to engage in the future direction of our province. Government House educational programs enrich in-school curriculum, and provide out-reach initiatives to communities in Saskatchewan. The educational program measure is an indicator of the impact that educational programming at Government House has on encouraging a sense of identity for Saskatchewan youth.
- The museum was closed from January 15, 2010 to March 2, 2010 as part of the Revitalization Plan, partially accounting for the reduced total visitors in 2009-10.

The Office of the Provincial Secretary helps to Keep Government's Promises and fulfill the commitments of the election, operating with integrity and transparency, accountable to the people of Saskatchewan.

Strategy: Leverage federal investment for French-language services and initiatives

Help community organizations access direct federal investments for services in Francophone communities

OPS led and funded a joint provincial/ stakeholder engagement process over three days in Ottawa in June 2009. Participants met with a series of federal departments. The meeting resulted in the identification of new funding or collaborative initiatives for both the province and stakeholders particularly with respect to justice, postsecondary education, immigration and francophone affairs in general.

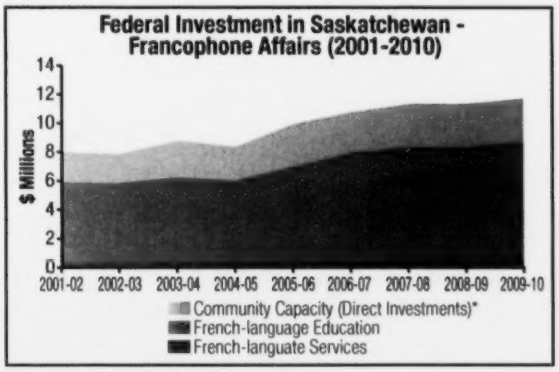
Leverage federal investments in collaboration with ministries to support Francophone infrastructure initiatives throughout the province

OPS maintained funding levels through the Canada-Saskatchewan Agreement on Francophone Affairs in 2009-10. In addition, OPS played a key role in the negotiation of the Canada-Saskatchewan Agreement on the Institut français. This agreement ensures continued federal funding to the University of Regina for 2009-2013.

Measurement Results: Level of federal investment in French-language related initiatives

OPS coordinates the province's relationship with the Government of Canada across ministries concerning French-language programs and initiatives. Critical to this relationship is the provision of federal funding directed towards improving and expanding important areas such as French-language education and services. The following measure allows the Office to assess the impact of its work on stimulating additional federal investments in Saskatchewan.

Figure 1.6



Source: Canada - Canadian Heritage Agreements

- Investments by Saskatchewan to support French-language initiatives are supported through joint Canada-Saskatchewan funding agreements through which Saskatchewan can target its own priorities. As the graph above displays, the level of federal investment has steadily increased in the past several years, reaching its highest level to date in 2009-10.

2009-10 Financial Overview

Financial Results

The Office of the Provincial Secretary's total 2009-10 expenses were $4.9 million, representing a variance of $0.15 million below the approved appropriation. This variance is primarily as a result of vacancy management, travel restraint, and other operational and program under expenditures.

The Office of the Provincial Secretary's total 2009-10 revenues were $1.1 million, representing a variance of $0.082 million above budget. This variance is primarily attributable to additional federal funding for the new French-language Services Centre initiative.

The administrative costs for the Office of the Provincial Secretary are included in the Ministry of Municipal Affairs, as the Office of the Provincial Secretary has entered into a shared service arrangement with the Ministry of Municipal Affairs for the provision of these services, rather than establish an independent administrative function.

Summary

The following table summarizes budgeted versus actual expenditures by subvote and subprogram. Variance explanations are provided for all variances that are greater than 5% and $50,000.

	In thousands of dollars				
Subvote/Subprogram	2008-09 Actual	2009-10 Estimates	2009-10 Actual	Variance Over/(Under)	
Central Management and Services	**1,235**	**1,315**	**1,289**	**(26)**	
Provincial Secretary	**3,166**	**3,709**	**3,590**	**(119)**	
Lieutenant Governor's Office	592	669	659	(10)	
Protocol Office	1,250	1,553	1,523	(30)	
Government House	497	407	418	11	
Francophone Affairs	827	1,080	990	(90)	1
Sub-total	**4,401**	**5,024**	**4,879**	**(145)**	
Supplementary Estimates/ Special Warrant	**0**	**0**	**0**	**0**	
Capital Assets	**0**	**0**	**0**	**0**	
Capital Asset Acquisitions	0	0	0	0	
Capital Asset Amortization	**0**	0	0	0	
Total Appropriation	**4,401**	**5,024**	**4,879**	**(145)**	

Explanations of Major Variances

2009-10 Results:

1) Vacancy management, travel restraint, and other operational and program under expenditures.

Summary of Revenues

The Office's major revenue relates to agreements with the federal and other governments. All revenue collected is deposited in the General Revenue Fund. A summary of the Office's 2009-10 budgeted revenue compared to actual revenue is presented below. Variance explanations are provided for all variances that are greater than $100,000.

	In thousands of dollars			
Revenue Category	Budget	Actual Revenue	Variances Over/(Under)	
Other Licenses and Permits	**6**	**0**	**(6)**	
Property and Building Rental	6	0	(6)	
Sales, Service, Service Fees	**5**	**5**	**–**	
Authenticating Fees	5	5	–	
Transfers from Other Governments	**282**	**268**	**(14)**	
National Coordination Function (MCCF)	282	268	(14)	
Transfers from the Federal Government	**760**	**860**	**100**	
Canada-Saskatchewan Agreement on French Language Services	760	860	100	1
Other Revenue	**0**	**2**	**2**	
Refunds – Previous Year Expense	0	2	2	
Total Revenue	**1,053**	**1,135**	**82**	

Explanations of Major Variances

1) Additional federal funding for the new French-language Services Centre initiative.

Financial Accountability Statement

The Office of the Provincial Secretary is responsible for ensuring:

- public accountability for Government finances entrusted to the Office;
- fiscally responsible management of its resources and financial affairs;
- compliance with existing legislation and regulations;
- systems and controls are in place to safeguard public assets; and,
- appropriate results are reported to the public and the legislature.

There are a number of external controls in place to monitor these responsibilities. They include:

Audited Results – The Provincial Auditor's Office has legislative responsibility to audit the Office of the Provincial Secretary. Audit conclusions are published in a report to the Legislative Assembly of Saskatchewan. If a deficiency is reported by the Provincial Auditor, the Office may be called to appear before the Standing Committee on Public Accounts.

Accountable to the Legislature – The Office's annual budget is detailed in the Saskatchewan Provincial Budget Estimates. The Office is called to appear before a Legislative Committee to defend the Office's budget estimates.

Public Reporting – Expense and revenue details as they pertain to the Office are published in the Annual Report and Public Accounts.

For More Information

Additional information about the Office of the Provincial Secretary is available at our website: **www.ops.gov.sk.ca**. The website includes both general and detailed information about the Office, its key programs, special studies and legislation for which the Office is responsible.

For more information about the Office, or to provide feedback about our 2009-10 Annual Report, please contact us at:

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Room 340, Legislative Building
2405 Legislative Drive
Regina SK S4S 0B3
Phone: (306) 787-1736
E-mail: http://www.ops.gov.sk.ca/Contact

Branches of the Office of the Provincial Secretary

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1420 – 1855 Victoria Avenue
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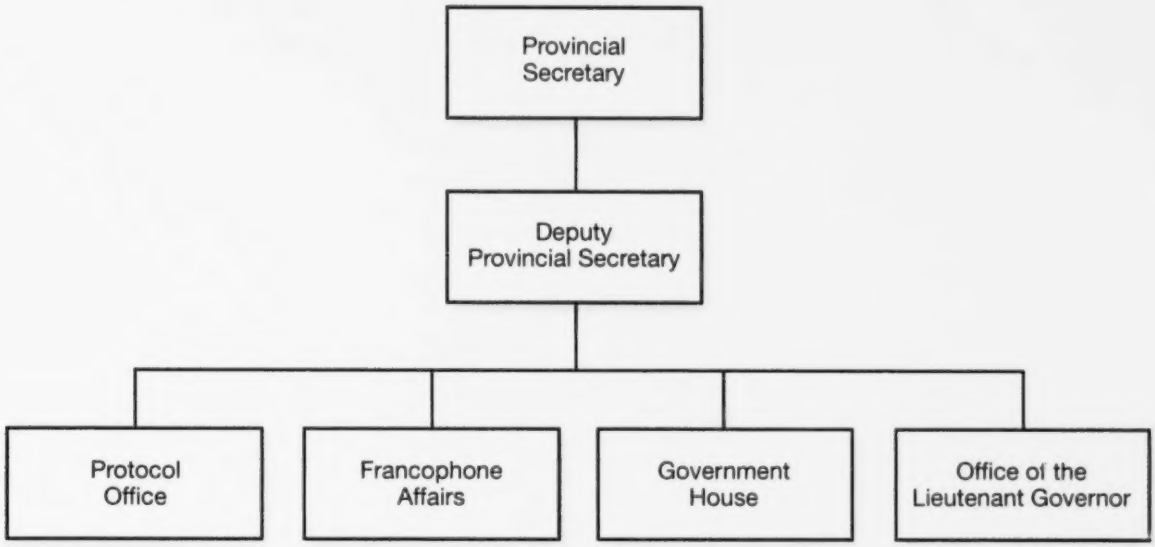
Appendices

Organizational chart as at March 31, 2010



Legislative Responsibilities

Acts and Regulations which are the responsibility of the Office of the Provincial Secretary in 2009-10:

- *Air, Army, Sea and Navy League Cadets Recognition Day Act*
- *Historic Properties Foundations Act*
- *National Peacekeepers Recognition Day Act*
- *Provincial Emblems and Honours Act, 1988*
- *Provincial Secretary's Act, 1979*
- *Recognition of John George Diefenbaker Day Act*
- *Recognition of Telemiracle Week Act*
- *Tommy Douglas Day Act*
- *Saskatchewan Protective Services Medal Regulations, 2007*

Publications released by the Office during the year are available at our website: **www.ops.gov.sk.ca**